



31 South Summit Avenue
Gaithersburg, Maryland 20877
Telephone: 301-258-6330

MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION OCTOBER 3, 2007

Chair John Bauer called the meeting to order at 7:30 p.m. Present at the meeting were Vice-Chair Lenny Levy, Commissioners Matthew Hopkins, Lloyd Kaufman, and Danny Winborne, Assistant City Manager Fred Felton, Planning and Code Administration Director Greg Ossont, Planning Director Lauren Pruss, Community Planning Director Trudy Schwarz, Planners Jacqueline Marsh and Rob Robinson, and Recording Secretary Myriam Gonzalez. Absent: Alternate Commissioner Geri Lanier.

I. APPROVAL OF MINUTES

September 19, 2007, Planning Commission Meeting

Vice-Chair Levy moved, seconded by Commissioner Winborne, to APPROVE the Minutes of the September 19, 2007, Planning Commission Meeting, as submitted.

Vote: 5-0

II. CONSENT

- | | | |
|---------------|--|----------|
| SP-05-0007 -- | Washingtonian North
10000 Washingtonian Boulevard
Infrastructure Plan
EXTENSION OF FINAL PLAN APPROVAL | MXD Zone |
| SP-05-0008 -- | Washingtonian North Office Building 3
10000 Washingtonian Boulevard
220,116-Sq. Ft. Office, Garage and
Lot 4 Improvements
EXTENSION OF FINAL PLAN APPROVAL | MXD Zone |
| AFP-07-032 -- | Watkins Mill Town Center
Metropolitan Grove Road
Elevation Revisions
AMENDMENT TO FINAL PLAN REVIEW | MXD Zone |

Vice-Chair Levy moved, seconded by Commissioner Kaufman, to APPROVE the Consent Agenda.

Vote: 5-0

III. RECOMMENDATIONS TO MAYOR AND COUNCIL

- AB-57 -- Application to abandon 6,509 square feet of existing land area adjacent to Parcel P-936, east of North Summit Avenue; 3,851 square feet of land area

abutting the southern boundary of Gaithersburg Elementary School; and 7,044 square feet of land previously dedicated for a 25-foot public alley adjacent to Lot 1, East Diamond Avenue, in the City of Gaithersburg, Montgomery County, Maryland

Planner Marsh stated that this application will be the subject of a public hearing by the City Council on October 15, 2007. She identified the three parcels proposed for abandonment and introduced the applicant.

Attorney for the applicant, Jody Kline, Esq., Miller, Miller and Canby, identified the applicant, Archstone-Smith, and presented and discussed the subject proposal, noting the existing dedicated rights-of-way will no longer be needed as the northeast quadrant of Olde Towne is redeveloped with the Archstone project. He added that the proposed abandonment would facilitate the redevelopment project, which would result in a new, full right-of-way that would be dedicated for a realigned Teachers Way to provide a more effective east-west pedestrian/vehicular corridor. He noted on the plan the new realignment for Teachers Way.

There was no public testimony.

Planner Marsh voiced staff's recommendation for approval, subject to conditions, which she listed.

Chair Bauer, Vice Chair Levy and Commissioner Hopkins commented favorably on this application.

Vice-Chair Levy moved, seconded by Commissioner Winborne, to recommend to the City Council APPROVAL of Abandonment AB-57, with the following conditions:

1. Abandonment of Parts One, Two, and Three shall not become effective until draft record plats for the dedication of Teachers Way have been submitted to the City for review; and
2. Part Three of the abandonment request shall not become effective until such time that the Olde Towne Youth Center, located at 402 East Diamond Avenue, has been vacated.

Vote: 5-0

T-381 -- Application to amend Chapter 24 of the City Code (City Zoning Ordinance), Article III, § 24-160G.5, entitled, "Waiver of Development Standards," so as to amend the waiver standards so that the City Council may, by resolution, waive the building and structure height requirements in the Corridor Development Zone (CD Zone) as follows: for a commercial district to allow a height not to exceed five (5) stories, or sixty (60) feet

Planning and Code Administration Director Ossont stated this proposed text amendment was the subject of a joint public hearing with the City Council in September 2007. He noted the Commission's record is now closed with 20 exhibits in the file. He indicated the purpose of the proposed ordinance is to allow the City Council to waive the building and structure height requirements in the CD Zone commercial district on a case-by-case basis to no more than five stories or sixty feet.

Chair Bauer noted he had had a concern that this proposal could make a height waiver possible for a building where its context is important. He noted, however, that his concern had been

addressed by the criteria, which he briefly discussed, included in the proposed ordinance, which a waiver application would have to meet for approval. Commissioners Kaufman and Winborne shared Chair Bauer's comments. Commissioner Hopkins added that lot size and configuration are also factors to be taken into consideration, and noted that the text amendment is an advantage for affordable building types that meet the compatibility criteria in the ordinance.

Vice-Chair Levy moved, seconded by Commissioner Winborne, to recommend to the City Council ADOPTION of Text Amendment T-381

Vote: 5-0

- T-382 -- Application to amend Chapter 24 of the City Code (City Zoning Ordinance), Article III, entitled, "Regulations Applicable to Particular Zones," Division 15, entitled, "I-3, Industrial and Office Park," § 24-143, entitled, "Uses Permitted by Right," to add new §§ 24-143(12) and 24-143(13), so as to allow full-service and limited-service hotels as permitted uses in the I-3 Zone if certain conditions are met

Planning and Code Administration Director Ossont stated this application was the subject of a joint public hearing with the City Council in September 2007, and the Commission's record closed with 15 exhibits in the file. He discussed the proposed amendment, noting it would allow certain hotel uses within the Frederick Avenue Corridor employment district and office parks in the I-3 Zone. He indicated that allowing for the expanded uses would reduce vehicle trip generation and create after-hours activities.

In response to Commissioner Winborne, Mr. Ossont cited language of the proposed ordinance regarding the criteria and conditions necessary for approval of the uses. Mr. Ossont commented on the proposed hotel size limitation of 20 percent of the development complex within which the use is to be located, noting the hotel use is to supplement rather than dominate the area it is in. In response to Chair Bauer, Mr. Ossont also noted that the 20 percent seems sufficiently large to accommodate meeting and ballroom space in a hotel that is part of a much larger area in the City.

Chair Bauer commented on the catalyst for this text amendment, namely, Monument Realty's request for an amendment to their office park plan, noting that adoption of the text amendment would appropriately allow for after hours activity on that property. Commissioner Hopkins agreed with the use in the office park, voicing a concern, however, over full-service hotels detracting from adjacent mixed use development. Commissioner Hopkins added that full-service hotels should be part of a much larger mixed use community.

Vice-Chair Levy was in favor of the proposed ordinance, noting it is appropriate not only for the catalyst case specifically, but also for the I-3 Zone in general. Planning Director Ossont pointed out that the subject text amendment was not drafted to accommodate one project in particular. Chair Bauer and Commissioner Winborne voiced their support of the proposed ordinance, noting it is advantageous for the community in general.

Vice-Chair Levy moved, seconded by Commissioner Winborne, to recommend to the City Council ADOPTION of Text Amendment T-382.

Vote: 5-0

- Z—306 -- Humane Society of the United States (HSUS)

Application to amend an existing sketch plan for approximately 10.49 acres of property on the HSUS property. The site is located east of I-270, south of

Professional Drive and north of the future Watkins Mill Road extended. The application proposes up to 300,000 square feet of office development in structures between six and 12 stories, up to 250 and 300 residential units in structures between six and 12 stories, and structured parking

Planner Marsh located the property and briefly reviewed the Staff Analysis of this application, noting staff recommends approval with conditions. Chair Bauer suggested including language in the conditions that would ensure this development is integrated in terms of road circulation and access with adjacent uses. Vice-Chair Levy questioned whether 12 stories would be excessive. Commissioners Hopkins and Kaufman and Chair Bauer responded in the negative, pointing out the proximity of the project to a major highway interchange.

Vice-Chair Levy moved, seconded by Commissioner Kaufman, to recommend to the City Council APPROVAL of Z-306, with the following conditions:

1. Future development of the site may include up to 300,000 square feet of office in structures six to 12 stories in height;
2. Future development of the site may include up to 250 to 300 residential units in structures six to 12 stories in height;
3. The applicant shall provide parking in a combination of above and below grade structures, plus surface parking. A minimum of 90 percent of parking exclusively for office and residential use must be in structures;
4. The applicant shall meet storm water management (SWM) quantity requirements with a combination of surface and below-grade facilities (surface facilities to be wet ponds within the watershed, either on or off-site). Water quality facilities shall be provided using below-grade or surface facilities. The applicant shall add a note to indicate that recharge will be provided onsite;
5. Improvements will be qualified for Leadership in Energy and Environmental Design (LEED) certification;
6. A wildlife management plan shall be prepared at the time of schematic development plan;
7. A full traffic impact study, along with project phasing, will be approved at the time of schematic development plan with the study assuming the construction of the interchange;
8. A forest conservation plan is to be submitted and approved at the time of schematic development plan;
9. Professional Drive may be extended through the property with the final alignment to be determined at schematic development plan. The Professional Drive right-of-way, as dedicated on Plat #13885, may be abandoned;
10. No development activity will begin until construction of Watkins Mill Road/I-270 interchange has commenced;

11. The area for Watkins Mill Road/Interstate 270 Interchange is reserved by sketch plan with dedication upon final design of the Interchange;
12. Prior to the signature of the sketch plan, the applicant shall provide a green space percentage for the combination of residential/office use; and
13. Final alignment of Professional Drive and connections shall be provided to fully integrate the site to adjacent land uses.

Vote: 5-0

IV. SITE PLANS

SP-07-0012 -- Fairfield at West Deer Park – Phase One CD Zone
2 West Deer park Road
Demolition of Existing Complex and
Construction of 315 Multifamily Units,
Amenities, Structured Parking
FINAL PLAN REVIEW

Planner Robinson located the property and noted the Phase One proposal, based on the approved schematic development plan (SDP-06-004), includes a complex of multifamily units, as referenced above, with an integrated garage, a community pool, several courtyards, a forest conservation area, and the construction of all public roads (approved by Road Code waiver RC-35).

Attorney for the applicant, Jody Kline, Esq., Miller, Miller and Canby, stated the staff-suggested conditions are agreeable to the applicant. He noted, however, that Condition 7 has been addressed with the resolution of an emergency access issue relating to the multifamily building. Mr. Kline commented on the applicant's considerable time and effort spent on the architectural design.

Fairfield Residential Development Project Manager Jay Johnson presented the proposed elevations and discussed, in particular, the West Deer Park Road/Md. Rte. 355 corner, noting an octagonal tower, the club house and amenity area, and courtyards. It was also noted that although not all elevations were rendered in color for the presentation, all elevations were available and presented as exhibits in black and white. In response to Chair Bauer, Mr. Johnson discussed the traffic and circulation pattern, noting three access points and interior drives.

Mr. Robinson voiced staff's recommendation for approval, subject to the applicant's compliance with conditions as listed in the Staff Comments. He additionally discussed the proposed bus shelter as well as Mr. Kline's request for removal of Condition 7, and noted that since staff had not had the opportunity to adequately review the latest submittal for Courtyard A, the condition should remain.

There was no testimony from the public.

Chair Bauer voiced concerns about not having sample materials and a color palette available for review and about 12-foot high blank brick walls near entrances and their impact at the pedestrian level. Mr. Robinson explained that due to the height restrictions, if windows were to be added, the ground/basement level would constitute an additional story. Mr. Johnson

noted the proposal includes foundation plantings to address this issue and added that the rendered elevation does not accurately reflect the overall effect. Chair Bauer also noted that the high walls at the courtyards might pose security issues at the pedestrian level.

Mr. Johnson additionally pointed out improved revisions to the streetscape, citing, among others, the balconies, which were revised from the original submission to face the courtyards rather than Md. Rte. 355. Chair Bauer noted, however, that the underside of balconies should not be exposed structure. In response to Vice-Chair Levy's security concern with the public's accessibility to the courtyards, Mr. Johnson discussed security measures at the egress/ingress points.

Commissioner Hopkins shared Chair Bauer's concern over the blank high walls, noting there are architectural details, besides windows, that can be used to provide some relief. Mr. Johnson agreed to work with staff to make some refinements. Commissioner Hopkins was also concerned with the color range as reflected on the renderings.

Mark Colletta, Fairfield Broadstone, LP, agreed to continue working with staff on the material colors, noting the direction that had been given was for darker colors and browns. Chair Bauer pointed out that sample materials and colors are more reliable for reviewing than a computer-generated rendition of elevations. Mr. Colletta indicated the buildings would be all brick with some stucco.

Chair Bauer praised the project and Planner Robinson suggested language revisions to Condition 7 to reflect tonight's discussion.

Vice-Chair Levy moved, seconded by Commissioner Winborne, to grant SP-07-0012 - Fairfield at West Deer Park, Phase One, FINAL PLAN APPROVAL, finding it in compliance with Zoning Ordinance §§ 24-160G.6(g), 24-170, and 24-171, with the following conditions:

1. The applicant shall obtain final SWM plan approval by the Department of Public Works, Park Maintenance and Engineering (DPWPM&E) prior to the issuance of site development permits;
2. The applicant is to work with City staff and Montgomery County Ride-On regarding the review and approval of all bus shelter locations;
3. The applicant shall submit a revised subdivision record plat to be approved by staff, submitted to and recorded with the Montgomery County Land Records;
4. The applicant shall receive final design approval from appropriate utility agencies, including, but not limited to, Washington Gas, PEPCO, Verizon, and WSSC prior to the recordation of final subdivision plats;
5. The applicant is to provide final signage, lane marking, turning radii plans, lighting plans, paving and storm drain plans, grade establishment plans, and details to be reviewed and approved by DPWPM&E prior to the issuance of Public Works permits;

6. The applicant shall submit a sign package to include, but not be limited to, entry feature signage to be approved by the Planning Commission as a future amendment to final plan;
7. The applicant is to resubmit design plans for Courtyard A, a color palette scheme, major material samples, and revised elevations for those units facing courtyards for Planning Commission approval prior to the issuance of site development permits;
8. Homeowner association documents and covenants, including SWM maintenance agreements, are to be reviewed by staff for approval prior to the issuance of the first use and occupancy approval;
9. The applicant is to record the declaration of covenants for the required moderately priced dwelling units (MPDU) prior to the issuance of occupancy permits;
10. The applicant is to submit the final design of crosswalks and other traffic calming to be reviewed and approved by DPWPM&E prior to the issuance of Public Works permits;
11. The applicant is to provide a note on the applicable hardscape plans stating that all decorative paving within the public right-of-way (ROW) is to be maintained by the applicant;
12. The applicant shall receive all necessary State Highway Administration (SHA) permits prior to site development permits;
13. Landscaping within the Frederick Avenue, Md. Rte. 355, ROW is subject to SHA final approval;
14. The applicant is to revise the street tree and lighting plan to locate all trees at least 15 feet from light poles;
15. No woody plant species or hardscape elements are to be placed within the Public Utility Easement (PUE);
16. The applicant is to submit an Emergency Action Plan for City and Maryland Department of the Environment approval prior to use and occupancy approval;
17. The applicant is to submit a construction, demolition, and land clearing (CDL) waste management plan prior to the issuance of demolition and grading permits;
18. The applicant shall obtain final forest conservation plan and landscape plan approval by the City's Environmental Services prior to the issuance of site development permits; and
19. The applicant shall place all environmentally sensitive areas and forest conservation areas under a permanent

conservation easement to be recorded on final subdivision plats.

Vote: 5-0

SDP-07-002 --	Washingtonian South Seven	MXD Zone
	9711 Washingtonian Boulevard	
	Addition of 50,000 Square Feet	
	SDP AMENDMENT REVIEW	
and		
SP-07-0009 --	Washingtonian South Seven	MXD Zone
	9711 Washingtonian Boulevard	
	Two 8-Story Office Buildings and 5-Level Garage	
	FINAL PLAN REVIEW	

Community Planning Director Schwarz stated this proposal was the subject of a courtesy review by the City Council, who referred it to the Commission for review in accordance with Article V of the Zoning Ordinance. She located the property on an aerial photograph and recommended the Commission review both applications concurrently.

Attorney for the applicant, Jody Kline, Esq., Miller, Miller and Canby, presented the plans and provided a brief background relating to the development of the property.

Applicant representative Jonathan Meyers, Washington Property Company, thanked the staff for their work and assistance with the plans. He presented this proposal to add two stories to one of the office buildings and one story to the garage, which requires an amendment to the schematic development plan (SDP), and noted that the footprints of all previously-approved buildings remain the same.

Mr. Meyers indicated the subject plan has included several improvements over the approved plan, e.g., the landscaped plaza, the pedestrian access to the buildings, and the pocket park with an Art in Public Places item relating to the City's history. He discussed the two phases of development of this plan, and site access and traffic, and noted the proposed additional square footage is within the range approved by the annexation agreement and the original SDP. He presented the building and garage elevations, noting materials and perspectives.

There was no public testimony.

Vice-Chair Levy commented on the garage elevation, noting its design lacked creativity. Planning and Code Administration Director Ossont pointed out the garage design had been previously approved. Commissioner Kaufman shared Vice-Chair Levy's concern and suggested adding foliage to the top deck.

Mrs. Schwarz voiced staff's recommendation for approval, as the proposal meets the approval criteria in the Zoning Ordinance, subject to the applicant's compliance with conditions as listed in the Staff Comments, except for Conditions 8 and 9, which she listed again because they had been revised after the Comments were prepared.

Chair Bauer indicated he had no objections to the additional square footage as proposed by the proposed SDP amendment. However, he voiced a concern over the impact from interior lighting in the garage on I-270 and surrounding area, noting that photometric plans only measure the light intensity at the ground level. Mr. Meyer suggested lowering the intensity of some fixtures in the interior of the middle floors to reduce hotspots and also paying careful attention to side angles to minimize the view from the ground.

Commissioner Hopkins commented favorably about the applicant's suggestion for painting or dyeing the sheer unfinished wall of the garage so as to blend it and reduce its visibility. He hoped that with the construction of the second building and the growth of additional Leland Cypress trees, the visibility of the garage would be greatly reduced. The use of planters on the top deck was discussed and found unacceptable to the applicant due to timing considerations.

Commissioner Kaufman reiterated his concern over the impact of the visible portion of the garage on the area due to this property's gateway location to the southern area of the City. He noted, however, that due to the economic considerations associated with this tract of land and the improvement measures discussed above, he would support approval of the proposal.

The Commission discussed at length language revisions to address the concerns expressed tonight and moved as follows:

Vice-Chair Levy moved, seconded by Commissioner Hopkins, to grant SDP-07-002 - Washingtonian South Seven, AMENDMENT TO SCHEMATIC DEVELOPMENT PLAN APPROVAL, finding it in compliance with Zoning Ordinance §§ 24-170 and 24-198, with the following conditions:

1. The applicant shall enter into an agreement with the City for Art in Public Places (AIPP) at Washingtonian Center at the entry park along Washingtonian Boulevard prior to the issuance of any permits;
2. Applicant is to receive approval of the forest conservation plan by Environmental Services prior to the issuance of any permits;
3. Applicant is to receive approval of the landscape plan prior to the issuance of any permits;
4. Applicant is to submit for approval of staff a phasing plan for the construction of the revised entrance on Omega Drive in order to not impact the business operation of the veterinary hospital prior to the issuance of any permits;
5. Applicant is to receive approval of plans for groundwater recharge and pre-treatment on site prior to the water flowing to the Washingtonian Lake for storm water retention by the DPWPM&E prior to the issuance of any permits;
6. Applicant is to receive approval of sediment control, final SWM, photometric (with reduced light casting to minimize the light pollution from the garage) and site plans by the DPWPM&E prior to the issuance of any permits;
7. Applicant is to submit a sign package for the project including way finding signs, traffic directional signs, lane markings, building and permanent identification signage to DPWPM&E and Planning and Code Administration for approval prior to the issuance of occupancy of the building;
8. Applicant is to receive approval/permits from Montgomery County Department of Transportation and Public Works for

the modified driveway and storm drain connection to Omega Drive prior to the issuance of any permits;

9. The applicant shall receive design approval from appropriate utility agencies including, but not limited to, Washington Gas, PEPCO, Verizon, and WSSC prior to the issuance of any permits;
10. Applicant must contribute to the established County road club fund, in accordance with the annexation agreement prior to the issuance of any permits;
11. Applicant is to pay to the City of Gaithersburg funds equal to the cost of resurfacing the pavement for all lanes on Washingtonian Boulevard along the property's frontage prior to the issuance of any permits. The cost of resurfacing would include the cost for milling, patching, utility adjustment, crack retarding fabric and an asphalt overlay up to two inches thick;
12. Applicant must record and submit a shared parking agreement in accordance with § 24-219(c)(2)(a) prior to the issuance of any permits;
13. Applicant is to obtain two grading easements from State Highway Administration for the construction of the garage, prior to the issuance of any permits;
14. Applicant is to complete the construction of Phase 1 of the parking garage prior to, or concurrently with, the construction of Building 1 and Phase 2 of the parking garage prior to the occupancy of Building 2;
15. Applicant is to either paint the North and East sheer wall to match the finished portion of the garage or have the precast colored to match the exterior aesthetic panels;
16. Prior to the issuance of any permits, the applicant shall revise the landscape plan to show a temporary Leyland Cypress screen to be approved by staff; and
17. Applicant is to revise the architectural elevations to lower the nonstructural architectural precast panels to the height of the parapet.

Vote: 5-0

Vice-Chair Levy moved, seconded by Commissioner Hopkins, to grant SP-07-0009 - Washingtonian South Seven, FINAL PLAN APPROVAL, finding it in compliance with Zoning Ordinance § 24-170, with the following conditions:

1. The applicant shall enter into an agreement with the City for Art in Public Places (AIPP) at Washingtonian Center at the entry park along Washingtonian Boulevard prior to the issuance of any permits;

2. Applicant is to receive approval of the Forest Conservation Plan by Environmental Services prior to the issuance of any permits;
3. Applicant is to receive approval of the Landscape Plan prior to the issuance of any permits;
4. Applicant is to submit for approval of staff a phasing plan for the construction of the revised entrance on Omega Drive in order to not impact the business operation of the veterinary hospital prior to the issuance of any permits;
5. Applicant is to receive approval of plans for groundwater recharge and pre-treatment on site prior to the water flowing to the Washingtonian Lake for storm water retention by the DPWPM&E prior to the issuance of any permits;
6. Applicant is to receive approval of sediment control, final SWM, photometric (with reduced light casting to minimize the light pollution from the garage) and site plans by the DPWPM&E prior to the issuance of any permits;
7. Applicant is to submit a sign package for the project including way finding signs, traffic directional signs, lane markings, building and permanent identification signage to DPWPM&E and Planning and Code Administration for approval prior to the issuance of occupancy of the building;
8. Applicant is to receive approval/permits from Montgomery County Department of Transportation and Public Works for the modified driveway and storm drain connection to Omega Drive prior to the issuance of any permits;
9. The applicant shall receive design approval from appropriate utility agencies including, but not limited to, Washington Gas, PEPCO, Verizon, and WSSC prior to the issuance of any permits;
10. Applicant must contribute to the established County road club fund, in accordance with the annexation agreement prior to the issuance of any permits;
11. Applicant is to pay to the City of Gaithersburg funds equal to the cost of resurfacing the pavement for all lanes on Washingtonian Boulevard along the property's frontage prior to the issuance of any permits. The cost of resurfacing would include the cost for milling, patching, utility adjustment, crack retarding fabric and an asphalt overlay up to two inches thick;
12. Applicant must record and submit a shared parking agreement in accordance with § 24-219(c)(2)(a) prior to the issuance of any permits;

13. Applicant is to obtain two grading easements from State Highway Administration for the construction of the garage, prior to the issuance of any permits;
14. Applicant is to complete the construction of Phase 1 of the parking garage prior to, or concurrently with, the construction of Building 1 and Phase 2 of the parking garage prior to the occupancy of Building 2;
15. Applicant is to either paint the North and East sheer wall to match the finished portion of the garage or have the precast colored to match the exterior aesthetic panels;
16. Prior to the issuance of any permits, the applicant shall revise the landscape plan to show a temporary Leyland Cypress screen to be approved by staff; and
17. Applicant is to revise the architectural elevations to lower the nonstructural architectural precast panels to the height of the parapet.

Vote: 5-0

V. FROM STAFF

Planning Director Pruss

Reminded all of the Kentlands Boulevard Charrette to take place October 4 through 9, 2007, noting that pertinent information had been posted on the City's website (www.gaithersburgmd.gov).

Community Planning Director Schwarz

Listed upcoming meetings, noting the Commission's regular meetings in November will be held on the 14th and the 28th due to the City Elections.

VI. ADJOURNMENT

There being no further business to come before this session, the meeting was duly adjourned at 10:00 p.m.

Respectfully submitted,

M. Gonzalez
Recording Secretary